City of Annapolis
Planning & Zoning Department
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FOR CITY USE ONLY
Approved

CRITICAL AREA BUFFER MANAGEMENT PLAN

Property information

Owner of property _____

Address _____

Phone number _____

Other contact _____

Address _____

Phone number _____

Project address (if different) _____

Critical Area designation _____ Zoning _____

Proposed Buffer disturbance

____ New development/redevelopment (e.g. new building, addition to home, replacement of structures)

____ Shore erosion control

____ Shore access

____ Other, please explain: _____

Is the property in a designated Buffer Exemption Area (BEA)? Yes ____ No ____

Are there any special plat notes or restrictions concerning your Buffer (e.g., wetlands, habitat protection areas, conservation easements)?

Yes ____ No ____ If yes, please explain: _____

Please provide a brief explanation of your proposed project in the space below. Include area and/or number of trees cleared as well as the type of equipment that will be used. Three examples follow:

1. *600 square feet partially cleared for shore access with hand tools; canopy will be maintained; disturbance will be limited to three saplings and several shrubs; and path will consist of wood chips.*
2. *Removal of poison ivy from 2,000 square feet area along shore access path; method of removal includes hand-pulling and chemical spraying of individual plants with an approved herbicide; any resulting bare areas will be mulched to prevent soil erosion and to prevent re-establishment of invasives. There will be no removal of trees or shrubs.*
3. *A variance was granted to build a new house on an existing lot in the Buffer. The area permanently impacted in the Buffer will be 4,000 square feet, including the area of the house and a fifteen-foot clearing around the house. The lot is entirely forested. A bulldozer will be used for site preparation.*

Proposed project

Justification

What are the long-term management plans for this area?

Calculation of Mitigation

The following three-step process is used to compute the amount of mitigation needed for impacts to the Buffer. For the purposes of this Buffer Management Plan, mitigation is defined as plantings or similar offsets that will help to negate the effect of the Buffer disturbance. To determine the amount of mitigation for your Buffer disturbance you need to determine the following:

1. Amount of Buffer disturbed for clearing, grading, and placement of new structures, etc.

   There are two ways to calculate the amount of disturbance in the Buffer. Buffer disturbance is based on either the area disturbed or the number of individual trees that will be cut. It is recommended that when an area to be disturbed more closely resembles a natural forest (i.e. canopy cover with multi-layer understory) or when structures or other impervious surfaces are placed within the Buffer or a BEA, even if no trees are cleared, you should quantify the disturbance amount in *area cleared*. On the other hand, if your site more closely resembles a park setting (i.e. scattered trees with little or no understory), it is recommended that you count the *number of trees removed*.

   Area of Buffer cleared or disturbed _____ square feet

   OR

   Number of trees cleared _____ trees

2. Mitigation ratio for the type of Buffer impact.

   Different types of Buffer management activities require different mitigation ratios. Higher ratios are used for activities that have a greater impact upon the Buffer. The purpose of the mitigation is to improve the Buffer functions where possible. The table below provides the mitigation ratio for different types of Buffer management activities.

Type of Buffer disturbance	Mitigation Ratio
New development/redevelopment	
Non-BEA	3:1
BEA	2:1
Shore erosion control	1:1
Shore access	2:1
Other: Please contact Planning & Zoning.	

3. Mitigation amount calculated by multiplying the area disturbed or number of trees by the mitigation ratio.

   Square feet _____ by ratio above _____ = 0 square feet

   OR

   Trees _____ by ratio above _____ = 0 trees

Buffer planting plan

This section is to help you provide more specific details on your mitigation location and plantings.

Planting Location

All mitigation should be located within the Critical Area in the following order of preference:

1. On-site within the Buffer
2. On-site adjacent to the Buffer
3. On-site within the Critical Area
4. Off-site (follow order of preference 1-3 above)
5. Fee-in-lieu payment

Plant Spacings and Mitigation Credits for Various Size Trees and Shrubs

Credit square feet	Plant Size	Plant spacing
100 sq. ft.	1 tree (2-inch caliper)	10 foot center
400 sq. ft.	1 tree (minimum: 2-inch caliper and either balled and burlapped or container grown) and understory vegetation (minimum: 2 small trees or 3 shrubs)	Tree: 20-foot center Understory: 10-foot center
50 sq. ft.	1 tree (seedlings)	7 foot center
50 sq. ft.	1 shrub	3-7 foot center

Schematic Drawing

Please attach a schematic drawing to scale identifying areas of impact to the Buffer, indicate on plan existing trees and shrubs if possible, and the proposed location for replanting within the Buffer. Show the location of the Critical Area Buffer. Indicate on the drawing the specific types of vegetation that will be used for mitigation.

Authorization

I certify these statements to be true and accurate and that any trees to be removed are on my property. I hereby grant City of Annapolis officials permission to enter my property for inspections of this Buffer Management Plan.

Applicant signature

Date